



HNS 19-30

SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Invitation to Bid

12/4/18
(Addendum)

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address: 1620 Maribel Ave		SAFE HOME CHARLOTTE	
Call project manager for full address		LEADS SAFE CHARLOTTE	
Bid Walk: 12/4/18 at 9:00 am			
Bid Opening: 12/11/18 at 1:00 pm			
Client Name: Christopher Dennis		Contact Number:	
Project Manager: Chuck Hitsman		Contact Number: 704-336 3495	

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Charles Hitsman (cell # 704-622 1685).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the

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SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

above due date and time.

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 1620 Maribel Ave. to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: 9/20/2018

Number of Pages: 9

Addenda # 1 Dated:

Number of Pages:

Addenda # 2 Dated:

Number of Pages:

• Start Date -

• Completion Deadline:

Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Charles Hitsman
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 336 3495
Fax: (704) 336-3489



SAFE HOME
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NEIGHBORHOOD & BUSINESS SERVICES

Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative

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- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Prepared By:
City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address:	1620 Maribel Ave ((ADDENDUM)) Charlotte, NC 28206	Owner:	ECD Holdings LLC
Structure Type:	Single Unit	Owner Phone:	Cell: (704) 506-0427
Square Feet:	696	Program(s):	Tested- HAS LEAD LeadSafe 2016 SH FY18 Not Ranked
Year Built:	1964		
Property Value:	31400		
Tax Parcel:	06909208		
Census Tract:			
Property Zone:	Council District 2		

Repairs

Description

Floor Room Exterior

Portable Toilet

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Permits Required

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Exterior Repairs

Replace deteriorated (decayed, water damaged, pest damaged)soffit, trim, brick moldings and fascia areas, caulk, prep and Paint.
Match existing material. Nail , fasten all loose , warping exterior building materials.
Caulk all areas of air/water -penetration.
Replace all decayed, loose, missing soffit screening

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Prep & Paint Exterior Surfaces

Prep and paint all exterior painted surfaces. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Repair existing front and rear doors

Front and rear doors are not hung properly. Their not level, plumb or anchored into correct opening, leaving large air gaps at top, sides and bottoms.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Exterminate Termites

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Foundation Vent Screen

Replace any missing/ broken foundation vent housing or brick support with heavy duty galvanized steel screening, or matching bricks.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Crawl Space Access Door

Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

GFCI Receptacle 20 AMP

Kitchen & bath

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Combination CO / Smoke Detector Hard Wired

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Install, in each bedroom, a hard-wired smoke detector with battery back-up.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Electric Service 200 AMP

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration. Terminate existing GFCI outlet at kitchen sink. Install (2) GFCI outlets on either side of sink per Code

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Demo and Rebuild Bathroom - Complete

Completely demo the existing bathroom. Remove all plumbing and electrical fixtures, doors and trim, and ceiling, wall, and floor coverings to the framing. Repair or replace all framing as necessary to meet the requirements of the Construction Specifications and the Building Code.

Rebuild the bathroom complete with all the following features:

- *floor, wall, and ceiling insulation at locations required by the Construction Specifications
- *ceiling mounted fan vented through the roof
- *switched light fixture over the vanity
- *4 piece fiberglass tub and surround
- *drywall and finish walls and ceiling
- *25 yr resilient flooring over 1/4" underlayment
- *baseboard and shoe mold at standard locations
- *1.6 gpf commode
- *24" vanity with cultured marble top and single handle faucet
- *3 piece bath hardware set (towel bar, paper holder, and towel ring)
- *mirror over vanity
- *walls and ceiling painted semi-gloss per Construction Specifications.

All materials and construction methods shall meet the requirements of the relevant Construction Specifications and the NC Codes.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Water Heater 40 Gallon Electric

Install a 38 gallon Low Boy, glass lined, high recovery insulated to R-7, double element, electric water heater with 10 year warranty under kitchen cabinet.

Include pressure and temperature relief valve, expansion tank, discharge tube to within 6" of floor or to outside of structure, shut-off valve and electric supply. If it is located on an upper floor or if there is no floor drain, install a catch pan drained to the exterior. Dispose of old water heater appropriately.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Vinyl Window

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW-E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. Any windows replaced in a bathroom must have tempered glass.

$$\begin{array}{rcccl} \text{Bid Cost:} & \underline{\hspace{2cm}} & \times & \underline{\hspace{2cm}} & = & \underline{\hspace{2cm}} \\ & \text{Base} & & \text{Quantity} & & \text{Total Cost} \end{array}$$

Air Handler Replacement

Install an ESR air handler with electric emergency heat strips sized appropriately. Properly dispose of existing unit.

$$\begin{array}{rcccl} \text{Bid Cost:} & \underline{\hspace{2cm}} & \times & \underline{\hspace{2cm}} & = & \underline{\hspace{2cm}} \\ & \text{Base} & & \text{Quantity} & & \text{Total Cost} \end{array}$$

Replace/Install Duct Work System

Replace all ductwork and supply mixing box plenum. Ensure system is properly supported from ground (supply, return, and flex.) Ductwork shall be R-8 and mastic sealed.

$$\begin{array}{rcccl} \text{Bid Cost:} & \underline{\hspace{2cm}} & \times & \underline{\hspace{2cm}} & = & \underline{\hspace{2cm}} \\ & \text{Base} & & \text{Quantity} & & \text{Total Cost} \end{array}$$

Air Conditioner Replace

Install new Energy Star Rated 14 SEER or higher air conditioner compatible with the indoor unit per the manufacturer's recommendations. Support unit on a level concrete pad with a minimum of 3' clearance around coil. Re-insulate bare areas of refrigerant piping. Use proper electrical shut-off box. Properly dispose of existing unit.

$$\begin{array}{rcccl} \text{Bid Cost:} & \underline{\hspace{2cm}} & \times & \underline{\hspace{2cm}} & = & \underline{\hspace{2cm}} \\ & \text{Base} & & \text{Quantity} & & \text{Total Cost} \end{array}$$

Door Hardware Interior

Replace interior door hardware with finish to match existing house hardware.
Door hardware missing throughout dwelling.
Repair door frames throughout dwelling which are loose, broken or missing wood.

$$\begin{array}{rcccl} \text{Bid Cost:} & \underline{\hspace{2cm}} & \times & \underline{\hspace{2cm}} & = & \underline{\hspace{2cm}} \\ & \text{Base} & & \text{Quantity} & & \text{Total Cost} \end{array}$$

Work Specification

Cabinets Base

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Counter Tops Replace

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Cabinets Wall

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Double Bowl Sink Complete

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Resilient Flooring - Kitchen

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Floor System Repair - Kitchen

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists , plates and insulating floor to code.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Work Specification

Replumb Supply Lines

Remove all existing water supply lines. Install new PEX supply lines to code to service one 3-piece bath, kitchen and laundry area. Insulate exposed hot and cold water lines, installed to code. Repair any wall or ceiling tear out required to install system.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Dryer Circuit & Dryer Vent

Replace 220 volt, 30 amp, surface mounted receptacle on an individual circuit. Repair all wall tear out required. Install a dryer vent to exterior wall near new dryer outlet.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Prep & Paint Room Semi Gloss

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Include any base moldings and window trim. Any moving of furniture required shall be included.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Attic Insulation Increase to R-38

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

FRONT-Install Porch railings : REAR- Install 2 treated 4x4 porch posts, anchored in cement

1. Install Code approved railings on front porch..
2. Install Code approved treated, 4x4 posts to rear porch structure and anchored to new concrete

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Tear Off & Reroof Shingles

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Work Specification

See Attached Lead Scope

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Dumpster

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

LEAD ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Address

1620 Maribel Ave.

Complete the following scope of work:

20-Sep-18

Item #	Feature	Method	Number	Cost	P-COST
1	Outside- Dust on Front & Back Porch / Landing	Stabilize; interim control measures such as a general cleaning by wet wiping and HEPA vacuum, then re-painting should be performed.			
2	All Interior Rooms - Dust on Floors	Stabilize; interim control measures such as a general cleaning by wet wiping and HEPA vacuum.			
3					
4					
5					
6					
7					
8					
9					
10					
			Total		

Contractors may submit an occupant protection plan on the form provided.

Complete all interior work in a unit in a single day.

- Allow for replacement of 50 board feet of rotted wood.
- Unless otherwise noted any window or door removal and replacement includes frame and trim on both sides.
In lieu of complete removal, window frames may be enclosed with vinyl on exterior in accordance with all project manual requirements
- Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.
Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Start and finish dates of the Lead Based Paint Work:

Phone:

1620 Maribel Ave.
Charlotte, NC

